

CHARTER TOWNSHIP OF DELTA
Public Meeting Room B
Delta Township Administration Building
7710 West Saginaw Highway
Lansing MI 48917

TOWNSHIP BOARD COMMITTEE OF THE WHOLE MINUTES
MONDAY, JUNE 9, 2014

I. CALL TO ORDER –

Supervisor Fletcher called the meeting to order at 6:00 p.m.

II. ROLL CALL –

Members Present: Supervisor Kenneth Fletcher, Treasurer Howard Pizzo, Clerk Mary R. Clark and Trustees Karen Mojica (via skype), R. Douglas Kosinski, Jeff Hicks and Dennis Fedewa.

Members Absent: None.

Others Present: Township Manager Richard Watkins, Deputy Manager Jenny Roberts and Kathie Grinzinger of the Mid-Michigan Municipal League.

III. SET/ADJUST AGENDA –

TRUSTEE HICKS MOVED TO ADOPT THE AGENDA AS PRESENTED.

TRUSTEE FEDEWA SUPPORTED THE MOTION.

THE MOTION PASSED 6-0

IV. PUBLIC COMMENT – None

V. MANAGER'S REPORT –

There is a medical equipment agreement with Sparrow and McLaren to transmit 12 EKG's to the emergency units. The hospitals will purchase the equipment and Delta will maintain it. The agreement is for two years after the purchase.

There is new legislation that has recently passed the Senate regarding charges that municipalities can set for rental units and related inspections. Details are not clear at this time on what direct impact, if any, this may have on Delta. This will be explored further. At this time, the program at Delta is self-sufficient in regards to the costs to operate the program, and the fees charged.

The Michigan Avenue water main replacement program will begin on June 10th. The Claiborne Heights replacement should begin on or about June 16th. The Webster Road project is set for July 7th.

Ted Droste, the part-time Township Assessor for approximately 20 years, has recently left BS&A. This provides an opportunity for Ted to return to Delta full-time. Utilizing the vacant position in Community Development, Ted will be returning to Delta full-time as the Township Assessing Director and Director of Code Enforcement. The change will promote stronger customer service in both areas. This has been discussed with Mark Graham, Brian Thelen and Jeff Anderson. This will take effect June 10th. This should reduce attorney fees in relation to Michigan Tax Tribunal cases and promote additional regional cooperation.

A brief discussion ensued regarding the lack of job posting and the possibility of developing a fast-track appointment system versus utilizing time and resources when not necessary.

Clerk Clark asked that Township staff out in the community take some responsibility and report to Walt any lack of mowing or tall grass. All staff should be conscious of making the community compliant. This would include Parks & Recreation, Utilities, and the like. Trustee Fedewa suggested additional training to those who do not deal with code enforcement to know what to look for.

Supervisor Fletcher stated that an agreement has been reached with Manager Watkins and he will remain as the Township Manager, working approximately 20 hours per week after his July 11th retirement date. All benefits will cease and his pay will be at 20 hours/week rather than the full pay under his contract. This will be the situation until a new manager is in place. A contract will be drafted and brought before the Board for approval.

VI. ITEMS OF DISCUSSION –

1. Township Manager Search Discussion

Kathie Grinzinger is the Executive Search Consultant with the Mid-Michigan Municipal League. She will be guiding the process as Delta hires a new Manager. Kathie has met with the Department Directors and obtained feedback from all of them. The corporate culture within Delta is strong.

Tonight's discussion will focus on attributes to make a good fit between the Department Directors, the Township Board and the new Manager. Areas addressed will focus on knowledge, skills and attributes specific to Delta Township and there is much overlap from one area to another. The information will be used to build a very specific profile for Delta Township. Knowledge is defined as the educational degree, training experience, and the like. Skill is defined as those

things individuals acquire during their career. Attributes are who the individual is, their gut.

The Board and Kathie listed specific knowledge, skills and attributes to incorporate into the profile.

VII. ADJOURNMENT

Supervisor Fletcher adjourned the meeting at 7:52 p.m.

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MARY R. CLARK, CLERK

KENNETH FLETCHER, SUPERVISOR